



HIV PLANNING COUNCIL
Regular Meeting Wednesday – June 9, 2004
6:00 p.m.

FOUNTAIN VALLEY HOSPITAL
Saltzer Conference Room
17100 Euclid Ave., Fountain Valley

CORRECTED MINUTES

Chair: Sylvia Mata

Vice Chairs: Puki Liptrapp and Martin Salas

Recorders: Emily Bangura and Yvette Petruzzelli

Members Present: Ignacio Alvarez, Jordan Bako, Robert Barnes, Martin Beccera, Clayton Chau, Michael Ferguson, Linda Foster, Geeta Gupta, Betsy Ha, Puki Liptrapp, Josie Lopez, Maria Marquez, Liz Pejeau, Christopher Ried, Ricky Session, Robert Thompson, Modesto Vasquez, Ron Viramontes, Kurt Weston, Clarence Williams and Miles Wood.

Affiliates: Dan Cavanaugh (absent), Shawn Coakley (present), Jerry Lail (present) Arthur Reyes (present), and Terry Roberts (present)

Excused Absences: C.J. "Tony" Barnett, Jeff Byers, Sylvia Mata, Martin Salas, Steve Thronson and Jeremiah Tilles.

Members Absent: Mary Hale, Jose Ramon Rodriguez and Gerardo Rosas.

Staff: Diana Banzet, Hope Hagen, Brandon Page, David Souleles and Irene Tyrrell

Guests: Tucker Baldwin, Ken Francis, Angela Coron (HCA-Consultant), Rod Riaby (Shanti Orange County), Chris Prevatt, Mitch Cherness (REACH-HCA), Mark Vargas (GHW), Corine Gomez (Gerry House West, GHW), Adam Elisda (GHW), David Speck (GHW) and Patty Ellis (OCHCA).

Item I. Call to Order

Co-Chair Puki Liptrapp called the meeting to order at 6:10 p.m. with a quorum being present, since Chair Sylvia Mata was absent.

Item II. Welcome & Introductions

- A. Pledge of Allegiance
- B. Moment of Remembrance
- C. Introduction of Members and Guests – see above.

Item III. Public Comment.

Ken Francis announced that on July 1st, Gerry House West would change their name to Gerry House. There will be a barbeque Saturday, June 12 at 3:00 p.m. for the graduates and everyone is invited.

Item IV. Approval of Minutes from May 12, 2004 – Robert Barnes made a motion to approve the minutes as written, which was seconded with the correction that Martin Becerra's name be written absent instead of present. Minutes approved with corrections.

Item V. Committee and Task Force Reports

A. State Office of AIDS – Jeff Byers absent and therefore no report was made.

B. Executive Committee – Irene Tyrrell stated there was a meeting on May 28, 2004 and each chair would report during their agendaized time. Irene discussed her attendance at the California Conference of Local AIDS Directors (CCLAD). She reported CCLAD is a group of 25-30 local AIDS directors from various California EMAs that met on May 19 and 20 in Sacramento. Two key topics were, the importance of being involved and maintaining communication with legislators and the new formula for prevention funding for the FY05-06. The State Office of AIDS would like to remove the floor funding for smaller health jurisdictions and match funding to the disease burdened jurisdictions. David Souleles added that HCA is trying to take a look at this formula and see how Orange County will be impacted with the new formula. Irene also reported that the HRSA Demonstration project is trying to get increased attendance at the Steering Committee. The next meeting will be the end of the month. Emily will notify members of the date, time and location.

C. Housing – Jerry Lail presented recommendations of the unspent \$75,000 HOPWA funds to the Planning Council. Jerry explained the Committee's decision to keep the funds in the STAR Program in order to offset the Title I cuts. He said the STAR Program was a quarterly program, that assists HIV disabled clients, who need housing assistance and are not currently able to get into any other program, such as Section 8 or RAP. They have to be on the current waiting list for Section 8 in order to qualify for STAR, and there are income limits and restrictions as well. The program was fully funded and fully utilized but as of July 1, 2004, there will be no additional funding. Jerry continued explaining that not all the \$75,000 would go to STAR, but it would be allocated throughout the necessary services as discussed, with a small amount, \$7,750 being recommended to detox. Jerry made the motion to accept the recommendations for the \$75,000 and Mike Ferguson seconded. The voting results were 5 = in favor, 13 = opposed and 6 = abstentions. The motion failed. The Planning Council suggested the Committee revisit their reallocations and present them at the next Planning Council meeting. Jerry invited PC members to attend a teleconference "Homelessness and HIV: Best Practices for Providing Care" on June 15th, 2004 from 11:00 a.m. – 12 p.m. Interested members need to contact Emily for space reservation.

D. HIV Client Advocacy - Robert Thompson said there was no report since the June meeting was scheduled for next Monday, June 14 at 5:30 p.m. at the HIV Planning and Coordination Annex Conference Room, 1725 B W. 17th Street in Santa Ana. He invited all members to attend.

E. Prevention Planning – Shawn Coakley reported that on the July 4th weekend volunteers would be passing out prevention messages on the beach in Laguna. He encouraged all PC members to volunteer. Arthur Reyes mentioned that he works in a print shop and would help with any printing jobs. Robert Barnes said that he paid \$228.00 for over 1,000 safe sex kits that were distributed during the Shanti open house. Irene reported that the Prevention Committee met. She said Yvette Petruzzelli gave a presentation on the basic motions of Robert's Rules of Order as requested by the Committee. They asked for another training presentation on voting procedures, which would take place in the future. The Committee had a presentation from the African American mobilization program, which focuses on working with females and empowering them to participate in their life's choices and maintaining their HIV negative status. HCA has hired a professional consultant Meredith Cagle, who is working on completion of the Prevention Plan. She will be presenting a summary at the next Committee meeting.

F. Membership – Puki asked to recall the Action Item on the agenda to approve Shawn Coakley's, Jerry Lail's and Terry Roberts' applications for membership since the demographic Tables (3 and 4) had inaccurate data. Jerry Lail stated it was a wrong direction to take, since this has happened repeatedly that an individual speaks up and says that the Committee made a mistake, which renders their work worthless. Jerry added that the meeting was well attended and it was with the intent of the Committee to make affiliates members before accepting new applications (as discussed at the prior meeting) unless it conflicted with the demographics, which they were assured were correct according to HRSA requirements. Robert Barnes offered in the event that the correct data and demographics reflects too much representation in one category, he would happily submit his resignation so that one of the affiliates could join. Puki extended thanks to Robert Thompson and Yvette for the creation of the display board to recruit new members at AIDS Walk. Puki also mentioned that Martin and Sylvia were working on an advertising spot with Adelphia cable another method for recruiting new PC members.

G. Priority Setting and Allocation Task Force – Ron Viramontes gave a report that the Committee met twice. Marc Haupt Consultant from Partnership for Community Health (PCH) gave a PowerPoint presentation on Continuum of HIV Health Services. Currently the Task Force is working on a timeline and reviewing examples of Continuum of Health Service Models, which the EMA could adopt. In order to review and discuss the extensive amount of data, it was recommended to have a future Planning Council meeting on a Saturday, either August 21 or 28. The last meeting of the Task Force will be August 18 or 19, and they want enough time to complete their task. Members of the Task Force and Planning Council will be notified in advance of special meeting dates, times and locations. Ron invited all members to attend these Task Force meetings, which were held every Wednesday from 4-6 p.m.

H. Standards of Care Ad Hoc Committee – Angela Coron gave a report that the Committee met twice and they are working on finalizing details on the Case Management and ensuring that all aspects of the Standards of Care are being addressed. The major change will be the consolidation of definitions, which were repeated in several sections. The Acuity Scale is being tested and refined. The final report will be presented at the July PC meeting for approval. This document will then be used as a template to revise the rest of the binder that was presented to PC members.

Mary Davis, HCA Program Manager from HCA has been assisting with this project. Angela thanked Mary and all the other members for their hard work.

I. Evaluation of Administrative Mechanism Committee – Kurt Weston gave a report that they had their first Committee meeting on the May 21. They are looking at setting parameters for contractors and what the EMA requires. The five criteria agreed upon were: Provider and service procurements, service expenditures, contract monitoring, reimbursement system, and management of reallocation of funds. The grantee will be submitting the proposals for bids and once the bids are returned the Committee will review the qualifications and experience of the contractors before making a selection.

Item VI. Staff Report

A. HIV Planning and Coordination

1. David referenced the Amendment to the Instructions to the Grantee document stating the tracked changes that were made would need to be revised since no action was taken on the housing funding reallocations.
2. Irene reported meeting the Conditions of Award deliverables.
3. Brandon Page reported that meetings with Information Technology (IT) were progressing regarding shared data models. A meeting of the directors of service providers is scheduled for June 29, 2004 from 8:00 a.m. to 9:00 a.m. at HCA 1725 W. 17th Street conference room 111-D. The County suggests a staff person, with knowledge of the service provider's data system attend the work-group meetings as well. Brandon also reported that a Technical Assistance (TA) letter was drafted to Lorenzo Taylor, Project Officer for HRSA, requesting technical assistance for this system. The goal of the Committee is to look at the short term and long term goals.
4. Irene said there was an internal re-organization and HIV Surveillance (Brandon Page and his staff) would be reporting to HIV Planning and Coordination. She said the vacancies for Program Supervisor and Staff Specialist were unfrozen and made flyers of the job description available. The Program Manager's position was still in the process of being unfrozen. Irene also announced that Zeenat Rahman would be assisting with Quality Management (QM) issues as well as working on Epidemiology, while Vahik Ovanessian continues working on QM.

B. Contract Development & Management – Hope reported that on June 8 the Board of Supervisors approved the Housing Agreement for Residential Services. They also approved four HIV Prevention Services Amendments, which reflected a 2.9% reduction in State funding. The Board has the following items on their agenda for June 29: The Housing Cooperative Agreement with the City of Santa Ana and HIV Services Amendments, which will reflect funding reductions for nutrition, case management, mental health, transportation and treatment adherence. David stated specialty services negotiations were still in process, but he wanted to assure clients in HIV clinic that they would have continued access to specialty medical care. Meanwhile, there would be a 3-month extension with the current provider.

Item VII. Member's Privilege

Robert Barnes stated that in doing faith based outreach he came across a very supportive group, Saddleback Church in Lake Forest. The church is committed to providing food for the ASF pantry.

Maria Marquez reported on the AIDS Walk in Irvine. The numbers were down this year. She thanked Pearl Jemison-Smith for her work. She also reported that ASF got a CDC grant for additional youth centers.

Linda Foster reminded PC members that clients who need housing assistance be placed on the City of Santa Ana, Section 8 waiting list prior to its closing June on 30.

Patty Ellis (HCA/LIFE Program) gave a report on this program. It is for educational support. Enrollment flyers were handed out to PC members in order to recruit for the fall.

Public Comment: Mitch Cherness asked for guidance on how the Housing Committee should proceed to make the \$75,000 HOPWA allocations for Planning Council consensus.

Item XI. Adjournment – Co-Chair Liptrapp adjourned the meeting at 8:35 p.m.